



**B. SRINIVAS, I.A.S.**  
**SECRETARY**

**Higher Education Department  
Government of Kerala  
Thiruvananthapuram-695 001**

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**D.O. letter No. 02/Secy./2016/H. Edn. Dated 18<sup>th</sup> January 2016**

Subject: Spoken Tutorial Programme - An initiative of IIT Mumbai for Open Source Software Training in Educational Institutions in Kerala – regarding.

Dear *Shri Nandakumar,*

The objective of this letter is to inform you about the 'Spoken Tutorial programme an initiative of IIT Bombay for Open Source Software Training in Educational Institutions, sponsored by MHRD, Govt. of India, and funded by NMEICT, and further to request you to encourage the students to join the programme so as to enable them to improve their skills and qualifications. The training material is in audio video format which can be downloaded and learned offline. The programme is free of cost to students, and Certificates will be issued by IIT Bombay. You may also encourage your faculty as they are also eligible to join the programme. A brochure of the programme is attached for kind information.

2. Higher Education Department of Govt. of Kerala endorses the programme for students of all the educational institutions in the state as undergoing this Certificate Programme is likely to increase students' confidence, be a reliable measure of skills and radically enhances employability, at no cost in terms of money and at a pace of learning that each student can set individually. These courses can be included in the curriculum, wherever relevant, or can be promoted as ways to acquire additional skills and qualifications.

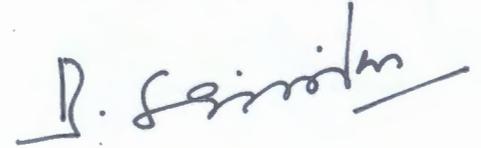
3. I also request that each college/institute may kindly appoint a nodal officer to coordinate the activities of the Programme, to ensure forwarding of periodic reports to the relevant Directorate/University and to have liaison with IIT Bombay. I trust that enrolling of our students in this programme will certainly help them in their career and, therefore, seek your active support and cooperation in taking this initiative forward.

*Do this kindly*

4. The point of contact for the implementation of Spoken Tutorial Programme for Universities/Colleges/Educational Bodies will be Mr. Swapnil More of IIT Bombay. The nodal officers may kindly be instructed to get into touch with Mr. Swapnil More [moreswapnil66@gmail.com](mailto:moreswapnil66@gmail.com) for further processes. His mobile number: 098339 01538.

Regards,

Yours sincerely,



To

Dr. Nandakumar, IAS  
Director of Collegiate Education,  
Thiruvananthapuram.



# Spoken-tutorial Project, IIT Bombay

## E-Brochure



<u>Name of FOSS</u>	<u>Applications</u>	<u>Commercial equivalent</u>	<u>Employability</u>	<u>Department</u>
Linux-Ubuntu	Virus free, robust Operating System	Windows	Technician or System administrator for Computer Vendors (SME's), Indian Railways, Municipal Corporations, Air India and many SME's	Computer Science, IT, ECE, Electronics
LibreOffice -	Basic computer usage Office suite for documents, spreadsheets, presentations, database etc.	MS-Office	Administration, Data entry personnel, Travel Agency Assistant, Indian railways, Municipal corporations, Govt. offices	All the departments
Writer	Word Processing, Documentation	Word		
Calc	Spreadsheets	Excel		
Impress	Presentations	Powerpoint		
Base	Managing Databases	Access		
Draw	Drawing	Paint		
Math	Mathematical Operations	MathType		
PHPMySQL	Web development and Database Management		Website Developer in all types of small and large enterprises, popular companies hiring PHP&MySQL trained persons are Air-India, Bridge & Roof Co., Media channels, agencies etc.	Computer Science and IT
C/C++, Java, Netbeans and Python	Programming language		Programmer in SMEs working in C,Java,Netbeans and Python, Lab-Assistant in colleges. Popular companies requiring programmers on C/C++, Java and Python are HCL technologies, Wipro, L&T, TCS	Computer Science and IT
Scilab	Scientific Computation package for numerical computations	Matlab	Value addition in technical problem solving via use of computational methods for engineering problems; Applicable in Chemical, ECE, Electrical, Electronics, Civil, Mechanical, Mathematics etc	Computer Science, IT, Electronics, ECE, Mechanical

LaTeX	Document markup language and preparation system for Tex typesetting	MS-Word	Value addition to academic Skills set. Essential for International paper presentation and scientific journals.	All the departments
OpenFOAM	For Fluid Mechanics to solve and create fluid movies	Fluent	Companies like AUDI, Tata Steel, Volkswagen, etc. have started using it. Also Indian Govt. agencies like BARC (Babha Atomic Reserch Center ) are making use of this free software.	Mechanical
Oscad	EDA tool for circuit design, simulation, analysis and PCB design.	Orcad	PCB designer in SME's and academic institutions, Lab assistant for Electronic Circuit Lab, Electronic network designer.	ECE,Electronics,EEE, Electrical
Firefox	Web browser	Internet Explorer	Sytem Administrator and Lab assistant in SME's and academic Institutes	All the departments
GIMP, Q-CAD	Image Editing and Graphic Design	Photoshop	Self employed photo-editor, editor in photo-studios, graphic design job in gift stores, advertising agencies etc	Arts and Textile designing,Fashion designing, Architecture
Blender	Animation and Computer graphics	Maya 3 D	Animator in graphic and animation media, film etc. Sectors, such as advertising computer-games, TV, education, interior-decoration etc.	Arts, Design

[www.spoken-tutorial.org](http://www.spoken-tutorial.org)

**Link for matching courses using spoken-tutorial**  
[http://process.spoken-tutorial.org/images/7/72/Matching\\_spoken-tutorial.pdf](http://process.spoken-tutorial.org/images/7/72/Matching_spoken-tutorial.pdf)

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On DCE Letter Head

To  
The Principals of Aided/Govt.Colleges,  
Directorate of Collegiate Education.

Spoken Tutorial Project, IIT Bombay as Knowledge Partner

This is to announce that **Department of Collegiate Education** has partnered with Spoken Tutorials, IIT Bombay which is an NMEICT, MHRD, Govt. of India initiative to **enhance the skill set** of our students. Hence the courses, training, day to day guidance and certificates are all completely FREE of cost for life.

Principals are encouraged to introduce this software training course in their colleges. Spoken Tutorial Software training can be incorporated in the institution with minimum effort. These courses can be taken offline and students will be awarded certificates on successful completion of the courses.

Most of the training offered are part of laboratory work and skill oriented courses in the syllabus. Faculty can select the software and plan the training according to current semester requirements. This will ensure that students utilize their lab hours more effectively. Please note that students can refer to spoken tutorial material whenever they wish during their lab or course timing. Faculty coordinator should make these courses available to students.

**Colleges are requested to follow the steps given below for conducting Spoken Tutorial Software Training:**

- Nominate one faculty member per department for Spoken Tutorial activity and share their contact details with Spoken Tutorial Team.
- Once the details are shared, Spoken Tutorials will provide all the instructions to start the training via email.
- Meanwhile nominated faculty members should visit Spoken Tutorials ([www.spoken-tutorial.org](http://www.spoken-tutorial.org)) and select the software for which they are planning the training session.
- Students will learn the tutorials and once they are thorough with the course they can give the test.
- Ideally one or two softwares per semesters are suggested.

Faculty coordinators will be awarded by **Spoken Tutorial IIT Bombay MHRD Govt of India** at the end of every academic semester.

**Principals and faculty members are requested to contact : Sanchita Samant 9004323299 [spokentutorialkerala1@gmail.com](mailto:spokentutorialkerala1@gmail.com)** at any point when a query arises regarding the entire process given above.